

Internship Posting Date:
Internship ID #: 100031



Application Deadline: Continuous

New Jersey Department of Environmental Protection Opportunity

Internship: ☒ Summer ☒ Fall Semester ☒ Winter Break ☒ Spring Semester

Internship Type: ☐ Co-op* ☒ Credit-Bearing* ☒ Non-credit

Internship Pay: ☒ Non- Paid ☐ Paid Pay Rate: _____

Intern Level: ☒ Graduate School ☐ Undergraduate

Suggested Background or Knowledge:

Law School student

DEP Program Area and Work Unit Offering the Internship:

Office of Legal Affairs

Internship Location:

401 East State Street, 7th Floor, Trenton NJ 08625

Internship Project Description:

Adjudicatory Hearings:

Assist Office of Legal Affairs personnel in processing of third-party administrative hearing requests related to various Department programs and in performing various other functions contributing to fulfillment of the administrative law duties of the Office.

Estimated Project Duration and Suggested Weekly Work Schedule:

Spring and Summer sessions – 1 to 3 days a week with flexible hours.

Description of DEP Program Area/Work Unit Offering the Internship:

The Office of Legal Affairs is the legal liaison with the Division of Law (in the Department of Law and Public Safety) and with the Office of Administrative Law regarding rulemaking, third party adjudicatory hearing requests, and final decisions in contested cases. The Office includes the Department's Administrative Practice Officer and staff. This Office also manages subpoenas of the Department's employees and records, and serves as the central filing point for other communications with legal consequences (such as tort claim notices).

Internship Sponsor:

Lauren Zarrillo, Office of Legal Affairs

Contact information: Lauren.Zarrillo@dep.nj.gov.

To apply, please submit the following to Lauren.Zarrillo@dep.nj.gov

Internship application, resume and a writing sample.

Please include "(Internship ID: 100031)" in the subject line.

Application can be found at <http://www.nj.gov/dep/jobs/intern-app.pdf>

* Co-op and Credit-Bearing Internships require approval of the internship by the student's Academic Department. The DEP Internship Sponsor has agreed to work with the student's Academic Department to provide a credit-worthy learning environment that benefits DEP goals. The student is responsible for all costs associated with receiving the credits from their educational institution.